

**BOARD OF TRUSTEES FOR THE CITY OF GALVESTON  
EMPLOYEE HEALTH BENEFITS PLAN  
REGULAR MEETING  
July 31, 2018**

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**1. Declaration of a Quorum, Call Meeting to Order, and Roll Call.**

*With a quorum present, the meeting was called to order at 1:02 p.m. by Chair Doug Balli.*

Doug Balli (Chair) – Trustee

Charles Dodson – Trustee

Michael Loftin – Trustee

Kent Etienne – Trustee

Mark Murchison – Trustee

*\*Arrived at 1:06 p.m.*

Stewart Goff – Trustee

Jeremy Progner – Trustee

Stacey Minton – Boon-Chapman

Matthew Gauen – Boon-Chapman

Kimberly Danesi – Park Board

Lavelle Lemonier – Port of Galveston

Mareia Schreiber – City Staff

*\*Arrived at 1:13 p.m.*

Christy Shinn – City Staff

Donna Fairweather – Asst. City Attorney

**2. Conflicts of Interest.**

*None.*

**3. Public Comment on Agenda Items and Non-Agenda Items.**

*The City Council adopted a policy requiring that agendas for all City board, commission, and committee meetings include a section designated for public comment on both agenda items and non-agenda items. Members of the public may speak for a maximum of three (3) minutes regardless of the number of items being addressed.*

No Public Comment was received.

**4. Approval of the Minutes for the Regular Board Meeting of June 6, 2018.**

*Motion to Approve the Minutes from the June 2018 Meeting made by Charles Dodson with a second by Kent Etienne. Unanimously approved.*

**5. Continuing report on implementation of CareHere Clinic participant “no show” administrative procedures, report on employee Health Risk Assessment (HRA) participation, and overall employee health plan/financial participation-utilization information.**

Kent Etienne delivered a report on current HRA completion and No Shows. CareHere scheduled four (4) on-site visits for the City to assist with HRA completion. These on-site days have resulted in the City having over 50% completion of HRAs. Each entity needs to push completion as the Port has 18 HRAs completed, and the Park Board has 31 HRAs completed. There has been an increase in No Shows with CareHere due to the increase in HRAs being scheduled. The City continues to send notices and collect fees for missed appointments.

**6. Financial reports as of June 2018 to include large claim cases and reimbursement by SA Benefit Services as reinsurer for year effective 10/1/2017.**

Stacey Minton reported that there have been nine (9) Plan Members in the warning range on the Stop Loss Report. These members are over \$87,500.00 in expenses. There are three (3) Plan

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Members with expenses in excess of \$175,000.00, and one member that is has COBRA coverage. This member can continue coverage for up to eighteen months and is lasered at \$300,000.00. There will be some reimbursements on this member now that the \$300,000.00 mark has been exceeded. There are three members on the report that are no longer active on the Plan.

- 7. Discuss and consider for action 2018-2019 Health Plan budget, benefits, financial information, and the administrative services proposal for a Flex Spending Account & Health Reimbursement Account based on information provided by Boon Chapman and City of Galveston.**

Kent Etienne and Stacey Minton delivered a report regarding a proposal from Boon-Chapman to establish a Flexible Spending Account (FSA) and Health Reimbursement Account (HRA). This is related to the FSA and HRA that were established during the previous Board Meeting. The HRA is for the end of the deductible. The FSA will require a manual filing process due to the Boon-Chapman initial set up. It was also discussed that Boon-Chapman has proposed an online enrollment solution to the City of Galveston for all benefit plans at no additional cost. Additional costs would be incurred if any special building for the website was required. These programs are both \$3.00 per participant per month.

- 8. Discuss and consider for action matters related to possible implementation of the Public Safety Cardiac Foundation initiative including associated costs.**

Mark Murchison requested this item be tabled to allow him to discuss the initiative with the Port of Galveston Police Officers. The Board would also like to table this request until Galveston Police Department Sergeant John Courtney can be present at a meeting and present his request.

- 9. Discuss tentative date(s) for next Board Meeting.**

*Tentatively agreed upon for Friday, August 31, 2018 at 2:00 p.m.*

- 10. Adjournment.**

*Motion to Adjourn made by Stewart Goff with a second by Michael Loftin. Unanimously Approved.  
The meeting was adjourned at 1:46 p.m.*

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**Stewart Goff, Vice-Chair**

**Friday, August 31, 2018  
Date Approved**